



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, June 3, 2024 5:30 PM

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, June 3, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – absent at the time of roll call, entered into the meeting at 5:42 pm; Commissioner Mark Simmons – present; Commissioner Bernie Dardis – present; Commissioner Brad Olson – present; Commissioner Roben Anderson – present; All Commissioners were present, there was no Commissioner absent from the meeting.

D. Approve Order of Agenda

Commissioner Anderson moved and Commissioner Simmons seconded to approve order of agenda. Commissioners Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, Commissioner George was not yet present, the motion was declared carried.

E. Approval of Minutes -- May 20, 2024

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes of May 20, 2024. Commissioners Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, Commissioner George was not yet present, the motion was declared carried.

F. Building Permits

Commissioner Anderson moved and Commissioner Olson seconded to approve the building permits. Commissioners Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, Commissioner George was not yet present, the motion was declared carried.



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Consent Agenda - Approve the Following:

- a. Bills**
- b. Improvement District No. 1345 – Sandhill's 6th Addition**
 - **Adopt Resolution Approving Contract and Contractors Bond and Authorize Notice to Proceed**
- c. Approval of updated Joint Powers Agreement with Cass County regarding assignment of addresses within the City's extraterritorial jurisdiction**
- d. Games of Chance for ND Dem-NPL District 16**
- e. Gaming Site Authorization for Boys & Girls Club of the Red River Valley**
- f. Gaming Site Authorization for Metro Sports Foundation at Brewtus Brickhouse**
- g. Gaming Site Authorizations for West Fargo Baseball at The Local 701, Barcode and Boston's**
- h. Purchasing Policy**

- **Approve the positions noted as designees to the City Administrator**

Commissioner Simmons moved and Commissioner Olson seconded to approve the consent agenda. No Commissioners present voted nay, Commissioner George was not yet present, the motion was declared carried.

Regular Agenda

1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period.

Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. City Commission Meeting Public Comment | West Fargo, ND (westfargond.gov)

Residents of West Fargo came forward to speak during this time.

2. 24-11 North Pond at the Preserve 14th Addition (previously advertised as North Pond at the Preserve 18th Addition) -- Aaron Nelson, Planning Director

- **Approval of Conditional Use Permit for automobile sales within the "C" Light Commercial zoning district**

Commissioner Simmons moved and Commissioner Olson seconded to approve the Conditional Use Permit for automobile sales within the "C" Light Commercial zoning district with the conditions outlined in the Staff Report. Commissioner Simmons, Dardis, and Olson voted aye. Commissioners George and Anderson voted nay, the motion was declared carried on a 3:2 vote.

3. West Fargo-Essentia Health EMT -- Dan Fuller, Fire Chief

- **Approve the Agreement with EMT Services**

Commissioner Simmons moved and Commissioner Anderson seconded to approve the West Fargo-Essentia Health Agreement with EMT Services. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

4. Approve the purchase of a new utility billing software -- Matt Andvik, Public Works Director

Commissioner Olson moved and Commissioner Simmons seconded to approve the purchase of CUSI Software. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

5. 40th Avenue Improvements Update -- Dan Hanson, City Engineer

This was an informational item, no action was taken.

6. Second Reading of Electric Franchise Fee for Cass County Electric Cooperative -- John Shockley, City Attorney

Commissioner Olson moved and Commissioner George seconded to approve the Second Reading of Electric Franchise Fee for Cass County Electric Cooperative. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.



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7. Second Reading of Electric Franchise Fee for Xcel Energy

-- John Shockley, City Attorney

Commissioner Olson moved and Commissioner Simmons seconded to approve the Second Reading of Electric Franchise Fee for Xcel Energy. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

~~8. Salary Survey Results This item has been moved to a future meeting.~~

~~**-- Sarah Gasevic, Human Resources Manager & Dustin Scott, City Administrator**~~

9. City Administrator's Report -- Dustin Scott, City Administrator

Update on new location of City Hall, first day.

Update on Finance Director and Senior Director of Administrative Services

Update on 2025 Departmental Budget Timeline

Reminder June 11, 2024 is Election Day

10. Correspondence

There were no correspondence.

11. Non-Agenda Items

There were no non-agenda items.

12. Adjourn

Commissioner Simmons moved and Commissioner Olson seconded to adjourn. The meeting was adjourned at 6:45 PM.

Bernie Dardis, Commission President

Dustin T. Scott, City Administrator